

20TPHS201 SDG NO. 4&5	SKILL ENHANCEMENT	L	T	P	C
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OBJECTIVES:

- To understand the nuances in resume building
- To explore various virtual meeting tools
- To gain knowledge about online certification courses
- To develop knowledge in Google Suite products
- To enhance presentation skills

UNIT I RESUME BUILDING

6

Your Strength, Projects, Internship, Paper Presentation, uploading your coding in github, Introduction to HackerRank, HackerEarth virtual online assessment (Auto Proctored) (Practicals - Construct a resume, Register for a online Mock Assessment / Contest)

UNIT II VIRTUAL MEETINGS

6

Basic Etiquette of virtual meeting – Introduction to Skype - Zoom - Webex - Google Meet - Gotowebinar - Jio meet – Screen Share - Jamboard - Feedback polling - Chatbox

(Practicals - Accept and Register for a mock class to attend - How to host a meeting).

UNIT III ONLINE LEARNING

6

Online Certification - Coursera – Udemy – Edx – Cisco – Online Practice Platforms - SkillRack – Myslate - FACEprep - BYTS - aptimithra - Contest Registrations - TCS Campus Commune - HackwithInfy, InfyTQ - Virtusa NurualHack - Mindtree Osmosis – Online assessment - AMCAT-PGPA.

(Practicals - Campus Commune Registration , Coursera registration - Mock Registration (KAAR Technologies as sample).

UNIT IV GOOGLESUITE

8

Define google suite - Benefits of google suite - Google Search - Sheet - Docs - Forms - Calender - Drive - Slide - Translate - Duo - Earch - Maps - Hangouts - Sites - Books - Blogger

(Practicals – Create google sheets and share - Create google Forms and share, Create Google Slide and share, Google drive creation and share (Knowledge of Rights), Create poll and share.

UNIT V PRESENTATION SKILLS

4

Email Writing – Group Discussion - Power Point Presentation

(Practicals- Create a self SWOT Analysis report. A PowerPoint Slide Preparation)

TOTAL : 30 PERIODS

WEB REFERENCES :**Unit I: Resume Building:**

1. <https://zety.com/blog/resume-tips>
2. <https://resumegenius.com/blog/resume-help/how-to-write-a-resume>
3. <https://www.hackerearth.com/recruit/>
4. <https://www.hackerrank.com/about-us>

Unit – II: Virtual Meetings

1. <https://www.claphamschool.org/our-community/blog/online-learning-etiquette-guide-14-principles-to-guide-students>
2. https://online.hbs.edu/blog/post/virtual-interview-tips?c1=GAW_SE_NW&source=IN_GEN_DSA&cr2=search_-_nw_-_in_-_dsa_-_general&kw=dsa_-_general&cr5=459341920955&cr7=c&gclid=Cj0KCQjw8fr7BRDSARIsAK0Qqr4dRRbboL3kltrwDsr7hm8oIHtN5dfjD3NIFZULuzNwEXxhjpNFQ2caApn5EALw_wcB
3. <https://hygger.io/blog/top-10-best-group-meeting-apps-business/>
4. <https://www.zdnet.com/article/best-video-conferencing-software-and-services-for-business/>

Unit – III: Online Learning

1. <https://www.coursera.org/browse>
2. <https://support.udemy.com/hc/en-us/articles/229603868-Certificate-of-Completion>
3. <https://www.edx.org/course/how-to-learn-online>
4. <https://www.cisco.com/c/en/us/training-events/training-certifications/certifications.html>
5. <https://campuscommune.tcs.com/en-in/intro>
6. <https://www.freshersnow.com/tcs-campus-commune-registration/>
7. <https://www.infosys.com/careers/hackwithinfy.html>
8. <https://www.mindtree.com/blog/osmosis-2013-my-experiences>
9. <https://www.myamcat.com/knowning-amcat>
10. <https://www.admitkard.com/blog/2020/02/06/amcat/>

Unit IV: Google Suite

1. <https://www.inmotionhosting.com/blog/what-is-g-suite-and-why-should-i-consider-using-it/>
2. https://en.wikipedia.org/wiki/G_Suite
3. <https://blog.hubspot.com/marketing/google-suite>
4. <https://kinsta.com/blog/g-suite/>

5. <https://www.mbauniverse.com/group-discussion/tips>
6. <https://slidemodel.com/23-powerpoint-presentation-tips-creating-engaging-interactive-presentations/>
7. <https://business.tutsplus.com/articles/37-effective-powerpoint-presentation-tips--cms-25421>
8. <https://blog.prezi.com/9-tips-on-how-to-make-a-presentation-a-success/>
9. <http://www.garreynolds.com/preso-tips/design/>

OUTCOMES:

On completion of this course, the student should be able to

1. Construct a suitable resume and registration procedure for online mock assessments. (K1)
2. Handle various virtual meeting tools. (K3)
3. Acquire exposure about online certification courses. (K4)
4. Get involved and work in a collaborative manner. (K2)
5. Gain knowledge in various presentation methodologies. (K1)
6. Apply knowledge to practice Google suite features and SWOT analysis. (K3)

20HSMG101 SDG NO. 4&5	PERSONAL VALUES	L	T	P	C
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OBJECTIVES:

- Values through Practical activities

UNIT I SELF CONCEPT 6

Understanding self Concept – Identify Yourself – Who am I – an individual, engineer, citizen – Attitude – Measuring Behaviour – Change of Behaviour – Personality – Characteristics in personal, professional life.

UNIT II INDIVIDUAL VALUES 6

Personal Values – Attributes – Courage – Creativity, Honesty, Perfection, Simplicity, Responsibility – Measuring personal values

UNIT III MORAL VALUES 6

Moral – Understanding right and wrong – Positive thoughts – Respect to others – Doing good to society.

UNIT IV PHYSICAL AND MENTAL WELL-BEING 6

Health – Physical fitness – Mental vigour – Diet management – Yoga – Meditation – Peaceful life – Happiness in life

UNIT V DECISION MAKING 6

Goal Setting – Decision making skill – Overcome of Barriers – Success – Mental strength and weakness

TOTAL: 30 PERIODS

Note:

Each topic in all the above units will be supplemented by practice exercises and classroom activities and projects.

REFERENCE BOOKS:

1. Barun K. Mitra, "Personality Development and Soft Skills", Oxford University Press, 2016.
2. B.N.Ghosh, "Managing Soft Skills for Personality Development" McGraw Hill India, 2012.

OUTCOMES:

Upon completion of the course, the student should be able to

1. Become an individual in knowing the self. (K4)
2. Acquire and express Personal Values, Spiritual values and fitness. (K4)
3. Practice simple physical exercise and breathing techniques. (K2)
4. Practice Yoga asana which will enhance the quality of life. (K1)
5. Practice Meditation and get benefitted. (K1)
6. Understanding moral values and need of physical fitness. (K2)

20HSEN102 SDG NO. 4	BUSINESS COMMUNICATION AND VALUE SCIENCE – I	L	T	P	C
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OBJECTIVES:

- To develop the basic LSRW skills of the learners
- To encourage the learners to actively participate through listening techniques and reflect spontaneously
- To understand and apply the key concepts of values of life skills and business communication
- To motivate the learners to look within and create a better version of self
- To learn career skills like working collaboratively, observing business etiquette and employing ethical tools

UNIT I INTRODUCTION 9

Listening process – short texts – formal and informal conversations - basics in speaking – speaking on given topics & situations – recording speeches and strategies to improve.

UNIT II LIFE SKILLS AND VALUES 9

Overview of LOL (include activity on introducing self)- class activity – presentation on favorite cricket captain in IPL and the skills and values they demonstrate - self-work with immersion – mock interview – narration - overview of business communication- activity: write a newspaper report on an IPL match - record a conversation between a celebrity and an interviewer – quiz time- self-awareness

UNIT III WRITING AND LANGUAGE DEVELOPMENT 9

Listening – law of nature - importance of listening skills -difference between listening and hearing, types of listening - parts of speech- tense – quiz – sentence formation – writing – email writing – formal and informal Emails - common errors – voices - speaking – role plays – overview of communication skills – barriers of communication – effective communication - types of communication – verbal and non-verbal – role play based learning.

UNIT IV VOCABULARY BUILDING AND COMMUNICATION 9

Listening - debates and discussions – practicing multiple tasks – verbal communication – pronunciation / clarity of speech – vocabulary enrichment – phrases – idioms – abbreviations – picture based and newspaper-based

activities – group discussion – writing – summary writing – story writing – resume writing – interpersonal skills – stress management – time management.

UNIT V LANGUAGE DEVELOPMENT AND INTERPERSONAL SKILL 9

Listening to selected speeches and presentations – understanding life skills – introduction to life skills – multiple intelligence embracing diversity – speaking – Life skills: community service work with an NGO and make a presentation – leadership – team work – managing stress – motivating people.

TOTAL: 45 PERIODS

TEXT BOOKS:

1. Ashraf Rizvi, M, "Effective Technical Communication", Second Edition, McGraw Hill, New Delhi, 2018.
2. Dhanavel, S.P., "English and Communication Skills for Students of Science and Engineering", Orient Blackswan, Chennai, 2011.

REFERENCES:

1. English vocabulary in use – Alan Mc'Carthy and O'dell
2. APAART: Speak Well 1 (English language and communication)
3. APAART: Speak Well 2 (Soft Skills)
4. Business Communication – Dr. Saroj Hiremath

WEB REFERENCES:

1. Train your mind to perform under pressure- Simon sinek
<https://curiosity.com/videos/simon-sinek-on-training-your-mind-to-perform-underpressure-capture-your-flag/>
2. Brilliant way one CEO rallied his team in the middle of layoffs
<https://www.inc.com/video/simon-sinek-explains-why-you-should-put-people-beforenumbers.html>
3. Will Smith's Top Ten rules for success
<https://www.youtube.com/watch?v=bBsT9omTeh0>

ONLINE RESOURCES:

1. <https://www.coursera.org/learn/learning-how-to-learn>
2. <https://www.coursera.org/specializations/effective-business-communication>

OUTCOMES:**Upon completion of the course, the student should be able to**

1. Understand the basics of LSRW skills and will be able to participate effectively in conversations and to express opinions in English (K2)
2. Read, comprehend and interpret articles of a general kind in magazines and newspapers and also write reports in English employing grammatically correct sentences (K3)
3. Able to write on general and creative topics and to draft e-mails and resume in a convincing manner (K3)
4. Understand the basic tenets of communication and engage in group discussions and conversations by employing appropriate verbal and non-verbal communication (K2)
5. Recognize the need for life skills and values and enhance their career skills in business communication (K1)
6. Identify their own strengths and opportunities and apply the life skills to different situations (K3)

20HSMG101 SDG NO. 4&5	PERSONAL VALUES	L	T	P	C
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UNIT I SELF CONCEPT

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UNIT II INDIVIDUAL VALUES

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Personal Values – Attributes –Courage – Creativity, Honesty, Perfection, Simplicity, Responsibility – Measuring personal values

UNIT III MORAL VALUES

6

Moral – Understanding right and wrong – Positive thoughts – Respect to others – Doing good to society.

UNIT IV PHYSICAL AND MENTAL WELL-BEING

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Health – Physical fitness –Mental vigour – Diet management – Yoga – Meditation – Peaceful life – Happiness in life

UNIT V DECISION MAKING

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Goal Setting – Decision making skill – Overcome of Barriers – Success – Mental strength and weakness

TOTAL: 30 PERIODS

Note:

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2. B.N.Ghosh, "Managing Soft Skills for Personality Development" McGraw Hill India, 2012.

OUTCOMES:

Upon completion of the course, the student should be able to

1. Become an individual in knowing the self. (K4)
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4. Practice Yoga asana which will enhance the quality of life. (K1)
5. Practice Meditation and get benefitted. (K1)
6. Understanding moral values and need of physical fitness. (K2)

20TPHS101 SDG NO. 4&5	SKILL ENHANCEMENT	L	T	P	C
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OBJECTIVES:

- To enrich social network ethics
- To develop and enhance browsing culture
- To understand the concepts of networking
- To promote self professionalism
- To acquire knowledge about various digital identification procedures

UNIT I SOCIAL NETWORK ETIQUETTES 6

Introduction to social network – Social Networking Etiquettes - Pros and Cons - Usage of Facebook, Instagram, WhatsApp, Telegram, Youtube, Evolution of Android and IOS, Introduction to LinkedIn & Benefits. (Practicals – Official Mail id- LinkedIn Id Creation, LinkedIn Profile Building, Facebook Id and Creation and Modifying the existing FB ID)

UNIT II BROWSING CULTURE 6

Introduction to browsing – Search Engines-Google - Bing -Yahoo!-AOL -MSN –DuckDuckGo ,browsers, phishing – Cookies - URL – https:// extensions , browsing history, Incognito mode- VPN – Pros and Cons – Book mark.

UNIT III NETWORKING 6

Basics of networking - LAN, MAN, WAN, Introduction to network topologies, Protocols, IP Commands (Command line prompt), Define online compiler and editor (Practicals – Find Your System IP, Ping Command, Firewall Fortinet, Basic DOS Commands)

UNIT IV PROFESSIONALISM 6

Dress Code, Body Language, Appropriate Attire, Communication Skills, Interview preparation – Introducing yourself - How to greet Superiors, Importance of Eye Contact During conversation.

UNIT V DIGITAL IDENTIFICATION 6

Introduction to NAD - Importance of Aadhar, PAN Card, Passport, Bank Account, Bar Code, QR scan, Payment Gateway (Gpay, Phone Pe, UPI, BHIM, Paytm), Mobile Banking (Practicals - NAD registration Step by Step, Linking bank account with netbanking, Register for payment gateway).

TOTAL : 30 PERIODS

WEB REFERENCES :

Unit I: Social Network Etiquettes:

1. <https://sproutsocial.com/glossary/social-media-etiquette/>
2. <https://www.shrm.org/resourcesandtools/tools-and-samples/hr-qa/pages/socialnetworkingsitespolicy.aspx>
3. <https://www.frontiersin.org/articles/10.3389/fpsyg.2019.02711/full>
4. <https://medium.com/@sirajea/11-reasons-why-you-should-use-telegram-instead-of-whatsapp-ab0f80bfa79>
5. <https://buffer.com/library/how-to-use-instagram/>

6. <https://www.webwise.ie/parents/what-is-youtube/>
7. <https://www.androidauthority.com/history-android-os-name-789433/>
8. <https://www.mindtools.com/pages/article/linkedin.htm>

Unit II: Browsing Culture:

1. <https://sites.google.com/site/bethanycollegeofteacheredn/unit--ict-connecting-with-world/national-policy-on-information-and-communication-technology-ict/accessing-the-web-introduction-to-the-browser-browsing-web>
2. <https://www.wordstream.com/articles/internet-search-engines-history>
3. <https://www.malwarebytes.com/phishing/>
4. <https://www.adpushup.com/blog/types-of-cookies/>
5. <https://www.eff.org/https-everywhere>
6. <https://www.sciencedirect.com/topics/computer-science/browsing-history>
7. <https://www.vpnmentor.com/blog/pros-cons-vpn/>
8. <https://www.tech-wonders.com/2016/10/use-hush-private-bookmarking-extension-chrome.html>

Unit III: Networking

1. <https://www.guru99.com/types-of-computer-network.html>
2. <https://www.studytonight.com/computer-networks/network-topology-types>
3. <https://www.cloudflare.com/learning/network-layer/what-is-a-protocol/>
4. <https://www.howtogeek.com/168896/10-useful-windows-commands-you-should-know/>
5. <https://paiza.io/en>

Unit IV : Professionalism

1. <https://career.vt.edu/develop/professionalism.html>
2. <https://englishlabs.in/importance-dress-code/>
3. <https://www.proschoolonline.com/blog/importance-of-body-language-in-day-to-day-life>
4. <https://www.thespruce.com/etiquette-of-proper-attire-1216800>
5. <https://shirleytaylor.com/why-are-communication-skills-important/>
6. <https://www.triad-eng.com/interview-tips-for-engineers/>
7. <https://www.indeed.co.in/career-advice/interviewing/interview-question-tell-me-about-yourself>
8. <https://toggl.com/track/business-etiquette-rules/>

Unit V: Digital Identification

1. <https://nad.ndml.in/nad-presentation.html>
2. <https://www.turtlemint.com/aadhaar-card-benefits/>
3. <https://www.bankbazaar.com/pan-card/uses-of-pan-card.html>
4. <https://www.passportindex.org/passport.php>
5. <https://consumer.westchestergov.com/financial-education/money-management/benefits-of-a-bank-account>
6. https://en.wikipedia.org/wiki/QR_code
7. <https://www.investopedia.com/terms/p/payment-gateway.asp>
8. <https://www.paisabazaar.com/banking/mobile-banking/>

OUTCOMES:**Upon completion of the course, the student should be able to**

1. Learn and apply social network ethics. (K3)
2. Understand the browsing culture. (K2)
3. Analyze the networking concepts. (K4)
4. Develop self professionalism. (K3)
5. Gain hands-on experience in various digital identification procedures. (K2)
6. Analyse and apply the different digital payment gateway methods. (K4)

20EETP301 SDG NO. 4	SKILL ENHANCEMENT	L	T	P	C
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APTITUDE & COGNITIVE SKILLS – PHASE 1

COURSE OBJECTIVE:

- To educate and enrich the students on quantitative ability, reasoning ability, and verbal ability.

UNIT I QUANTITATIVE ABILITY – I 6

Problems on Trains - Time and Distance - Height and Distance - Time and Work.

UNIT II QUANTITATIVE ABILITY – II 6

Problems on Ages - Alligation or Mixture - Chain Rule - Simple Interest - Simple Equation - Theory Of Equation.

UNIT III REASONING ABILITY – I 6

Analytical Reasoning - Pipes and Cistern - Logical Problems - Logical Games - Logical Deduction - Data Sufficiency - Arithmetic Reasoning.

UNIT IV VERBAL ABILITY – I 6

Idioms & Phrases - Synonyms - Antonyms - Classification.

UNIT V CREATIVITY ABILITY – I 6

Venn Diagrams, Cube and Cuboids, Dice, Cubes and Dice, Figure Matrix

TOTAL : 30 PERIODS

REFERENCES:

- 1) R. S. Agarwal, "Quantitative Aptitude for Competitive Exams"
- 2) Sarvesh Verma, "Quantum CAT"
- 3) R. S. Agarwal, "A Modern Approach to Logical Reasoning"
- 4) Arun sharma, "Verbal Ability and Reading Comprehension"

PROBLEM SOLVING USING C PROGRAMMING AND INTRODUCTION TO MATLAB & PSPICE

COURSE OBJECTIVE:

- The course aims to provide exposure to problem-solving through programming. It aims to train the student to the basic concepts of the C-programming language. This course involves a lab component which is designed to give the student hands-on experience with the concepts.

UNIT I INTRODUCTION TO PRINCIPLES OF PROGRAMMING 6

Introduction to Programming - Programing Domain : Artificial Intelligence- Systems Programming - Assembly Level Languages - Problem solving using Algorithms and Flowcharts.

- UNIT II INTRODUCTION TO C PROGRAMMING** **6**
Features of C and its Basic Structure - Simple C programs - Constants - Integer Constants - Real Constants - Character Constants - String Constants Floating-point Numbers - The type cast Operator - Interactive Programming.
Operators Expressions and Control statement - The goto statement - The if statement - The if-else statement - Nesting of if statements - The conditional expression - The break statement and continue statement.
- UNIT III ARRAYS, STRINGS AND POINTERS** **6**
Arrays - Multidimensional Arrays - Strings, Basics of Pointers - Pointer Arithmetic - Similarities between Pointers and One-dimensional Arrays Structures - Unions And Functions - Basics of Structures - Arrays of Structures - Pointers to Structures - Function Basics - Function Prototypes and Passing Parameters - Structures and Functions Recursion.
- UNIT IV INTRODUCTION TO MATLAB** **6**
Introduction, Basic features, Starting MATLAB, Using MATLAB as a calculator, Creating MATLAB variables, Overwriting variable, Error messages, Making corrections, Controlling the hierarchy of operations or precedence, Controlling the appearance of floating point number, Managing the workspace Entering multiple statements per line, Miscellaneous commands, Exercises.
- UNIT V INTRODUCTION TO PSPICE** **6**
Introduction - Installation - Preparing a circuit for simulation - Simulation using PSPICE Bias point details - DC sweep analysis - AC sweep analysis - Transient analysis - Frequency response.

TOTAL : 30 PERIODS

REFERENCES:

1. Programming in ANSI C - Balagurusamy - Tata McGraw-Hill Education, 2008
2. Programming in C (3rd Edition), by Stephen G. Kochan, Sams, 2004
3. Programming in C - Stephen G. Kochan, III Edition, Pearson Education.
4. Modeling and Simulation of Systems Using MATLAB and Simulink, Devendra K. Chaturvedi, CRC Press, 2010, ISBN 10: 1439806721
5. Learning to Program with MATLAB: Building GUI Tools, Wiley, 2013, ISBN 10: 0470936444
6. SPICE A Guide to Circuit Simulation and Analysis using Pspice, Tuinenga, Paul W. Prentice Hall PTR, 1992,
7. PSpice: a tutorial, Prentice Hall College Div, L. H. Fenical, 1992, ISBN 10: 0136811493

ONLINE RESOURCES

1. <https://matlabacademy.mathworks.com/>
2. <https://www.tutorialspoint.com/matlab/index.htm>
3. <https://medium.com/quick-code/top-tutorials-to-learn-matlab-for-beginners-d19549ecb7b7>
4. Modeling and Simulation of Systems Using MATLAB and Simulink, Devendra K. Chaturvedi, CRC Press, 2010, ISBN 10: 1439806721
5. Learning to Program with MATLAB: Building GUI Tools, Wiley, 2013, ISBN 10: 0470936444
6. https://www.youtube.com/watch?v=6R_cf-QdLYs

WEB RESOURCES

1. <https://www.mathworks.com/academia/books.html>
2. <https://in.mathworks.com/support/learn-with-matlab-tutorials.html>
3. https://www.seas.upenn.edu/~jan/spice/PSpice_UserguideOrCAD.pdf

COURSE OUTCOMES :

Upon completion of this course, the students should be able to:

1. Analyze their quantitative ability. (K4)
2. Understand the ability of arithmetic reasoning along with creative thinking and problem solving skills. (K2)
3. Create their verbal ability through vocabulary building and grammar. (K6)
4. Evaluate the situations to analyse the computational methods in order to identify and abstract the programming task involved. (K5)
5. Apply working knowledge of MATLAB/ SCI LAB package to simulate and solve Electrical and Electronics Applications(K3)
6. Develop the knowledge of Electrical based system design using PSPICE (K6)

20HSMG201 SDG NO. 4 & 5	INTERPERSONAL VALUES	L	T	P	C
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OBJECTIVES:

- Values through Practical activities

UNIT I INTERPERSONAL VALUES **6**
 Interpersonal Relationships and Values – Importance and Barriers – Building and maintain relationships – Mutual understanding – Respect to others.

UNIT II EFFECTIVE COMMUNICATION **6**
 Communication skills –Importance and Barriers - Impressive formation and management – Public speaking

UNIT III GROUP DYNAMICS **6**
 Group formation –Teamwork – Identify others attitude and behaviour – Formation of relationship – Personal and professional.

UNIT IV MUTUAL RELATIONSHIP **6**
 Building mutual understanding and cooperation – Enhancing decision making skills – Problem solving skills – Comparative Appraisal – Interpersonal needs.

UNIT V POSITIVE ATTITUDE **6**
 Fostering trust and cooperation – Developing and maintain positive attitude – Improving socialization – Development of security and comfort.

TOTAL: 30 PERIODS

Note: Each topic in all the above units will be supplemented by practice exercises and classroom activities and projects.

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1. Barun K. Mitra, "Personality Development and Soft Skills", Oxford University Press, 2016.
2. B.N.Ghosh, "Managing Soft Skills for Personality Development", McGraw Hill India, 2012.

OUTCOMES:

Upon completion of the course, the student should be able to

1. Develop a healthy relationship & harmony with others. (K1)
2. Practice respecting every human being. (K3)
3. Practice to eradicate negative temperaments. (K3)
4. Acquire Respect, Honesty, Empathy, Forgiveness and Equality. (K4)
5. Manage the cognitive abilities of an Individual. (K5)
6. Understanding the importance of public speaking and teamwork. (K2)

20HSMG101 SDG NO. 4&5	PERSONAL VALUES	L	T	P	C
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OBJECTIVES:

- Values through Practical activities

UNIT I SELF CONCEPT

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Understanding self Concept – Identify Yourself – Who am I – an individual, engineer, citizen – Attitude – Measuring Behaviour – Change of Behaviour – Personality – Characteristics in personal, professional life.

UNIT II INDIVIDUAL VALUES

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UNIT IV PHYSICAL AND MENTAL WELL-BEING

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Health – Physical fitness –Mental vigour – Diet management – Yoga – Meditation – Peaceful life – Happiness in life

UNIT V DECISION MAKING

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OUTCOMES:

Upon completion of the course, the student should be able to

1. Become an individual in knowing the self. (K4)
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20PCNTE101 SDG NO. 4 & 9	INNOVATIVE DESIGN PROJECT - I	L	T	P	C
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OBJECTIVES:

- To encourage in identifying problems with social relevance
- To think of an innovative solution for the problem
- To design and conduct suitable experiment with modern tool
- To develop a cost effective prototype of the innovative design
- To understand the practical aspects and associated challenges in implementing the design

METHODOLOGY:

1. Student should do it individually.
2. Student should submit / present his/her ideas to the Faculty-in-Charge for approval.
3. Student should submit proposal with system/ technical details and cost implications.
4. Student should periodically demonstrate his/her progress.

EVALUATION: Evaluation will be based on:

1. The social relevance of the work.
2. The utility of the system developed.
3. The Level of proof of concept.
4. Industry support if obtained.etc.

OUTCOMES:

Upon completion of the course, the student should be able to

1. Conduct literature survey to identify the gap and an application oriented research problem in the specific domain
2. Design and validate the proposed system using simulation
3. Prototype the proposed system
4. Analyze the obtained results and prepare a technical report
5. Publish the work in journals and apply for the patents.

20HSMG101 SDG NO. 4&5	PERSONAL VALUES	L	T	P	C
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OBJECTIVES:

- Values through Practical activities

UNIT I SELF CONCEPT 6

Understanding self Concept – Identify Yourself – Who am I – an individual, engineer, citizen – Attitude – Measuring Behaviour – Change of Behaviour – Personality – Characteristics in personal, professional life.

UNIT II INDIVIDUAL VALUES 6

Personal Values – Attributes – Courage – Creativity, Honesty, Perfection, Simplicity, Responsibility – Measuring personal values

UNIT III MORAL VALUES 6

Moral – Understanding right and wrong – Positive thoughts – Respect to others – Doing good to society.

UNIT IV PHYSICAL AND MENTAL WELL-BEING 6

Health – Physical fitness – Mental vigour – Diet management – Yoga – Meditation – Peaceful life – Happiness in life

UNIT V DECISION MAKING 6

Goal Setting – Decision making skill – Overcome of Barriers – Success – Mental strength and weakness

TOTAL: 30 PERIODS

Note:

Each topic in all the above units will be supplemented by practice exercises and classroom activities and projects.

REFERENCE BOOKS:

1. Barun K. Mitra, "Personality Development and Soft Skills", Oxford University Press, 2016.
2. B.N.Ghosh, "Managing Soft Skills for Personality Development" McGraw Hill India, 2012.

OUTCOMES:

Upon completion of the course, the student should be able to

1. Become an individual in knowing the self. (K4)
2. Acquire and express Personal Values, Spiritual values and fitness. (K4)
3. Practice simple physical exercise and breathing techniques. (K2)
4. Practice Yoga asana which will enhance the quality of life. (K1)
5. Practice Meditation and get benefitted. (K1)
6. Understanding moral values and need of physical fitness. (K2)

20TPHS201 SDG NO. 4&5	SKILL ENHANCEMENT	L	T	P	C
		0	0	2	1

OBJECTIVES:

- To understand the nuances in resume building
- To explore various virtual meeting tools
- To gain knowledge about online certification courses
- To develop knowledge in Google Suite products
- To enhance presentation skills

UNIT I RESUME BUILDING

6

Your Strength, Projects, Internship, Paper Presentation, uploading your coding in github, Introduction to HackerRank, HackerEarth virtual online assessment (Auto Proctored) (Practicals - Construct a resume, Register for a online Mock Assessment / Contest)

UNIT II VIRTUAL MEETINGS

6

Basic Etiquette of virtual meeting – Introduction to Skype - Zoom - Webex - Google Meet - Gotowebinar - Jio meet – Screen Share - Jamboard - Feedback polling - Chatbox
(Practicals - Accept and Register for a mock class to attend - How to host a meeting).

UNIT III ONLINE LEARNING

6

Online Certification - Coursera – Udemy – Edx – Cisco – Online Practice Platforms - SkillRack – Myslate - FACEprep - BYTS - aptimithra - Contest Registrations - TCS Campus Commune - HackwithInfy, InfyTQ - Virtusa NurualHack - Mindtree Osmosis – Online assessment - AMCAT-PGPA.
(Practicals - Campus Commune Registration, Coursera registration - Mock Registration (KAAR Technologies as sample).

UNIT IV GOOGLESUITE

8

Define google suite - Benefits of google suite - Google Search - Sheet - Docs - Forms - Calender - Drive - Slide - Translate - Duo - Earch - Maps - Hangouts - Sites - Books - Blogger
(Practicals – Create google sheets and share - Create google Forms and share, Create Google Slide and share, Google drive creation and share (Knowledge of Rights), Create poll and share.

UNIT V PRESENTATION SKILLS

4

Email Writing – Group Discussion - Power Point Presentation

(Practicals- Create a self SWOT Analysis report. A PowerPoint Slide Preparation)

TOTAL : 30 PERIODS

WEB REFERENCES:

Unit I: Resume Building:

1. <https://zety.com/blog/resume-tips>
2. <https://resumegenius.com/blog/resume-help/how-to-write-a-resume>
3. <https://www.hackerearth.com/recruit/>
4. <https://www.hackerrank.com/about-us>

Unit – II:Virtual Meetings

1. <https://www.claphamschool.org/our-community/blog/online-learning-etiquette-guide-14-principles-to-guide-students>
2. https://online.hbs.edu/blog/post/virtual-interview-tips?c1=GAW_SE_NW&source=IN_GEN_DSA&cr2=search_-_nw_-_in_-_dsa_-_general&kw=dsa_-_general&cr5=459341920955&cr7=c&gclid=Cj0KCQjw8fr7BRDSARIsAK0Qqr4dRRbboL3kltrwDsr7hm8oIHtN5dfjD3NIFZULuzNwEXxhjpNFQ2caApn5EALw_wcB
3. <https://hygger.io/blog/top-10-best-group-meeting-apps-business/>
4. <https://www.zdnet.com/article/best-video-conferencing-software-and-services-for-business/>

Unit – III:Online Learning

1. <https://www.coursera.org/browse>
2. <https://support.udemy.com/hc/en-us/articles/229603868-Certificate-of-Completion>
3. <https://www.edx.org/course/how-to-learn-online>
4. <https://www.cisco.com/c/en/us/training-events/training-certifications/certifications.html>
5. <https://campuscommune.tcs.com/en-in/intro>
6. <https://www.freshersnow.com/tcs-campus-commune-registration/>
7. <https://www.infosys.com/careers/hackwithinfy.html>
8. <https://www.mindtree.com/blog/osmosis-2013-my-experiences>
9. <https://www.myamcat.com/knowning-amcat>
10. <https://www.admitkard.com/blog/2020/02/06/amcat/>

Unit IV: Google Suite

1. <https://www.inmotionhosting.com/blog/what-is-g-suite-and-why-should-i-consider-using-it/>
2. https://en.wikipedia.org/wiki/G_Suite
3. <https://blog.hubspot.com/marketing/google-suite>
4. <https://kinsta.com/blog/g-suite/>

Unit V: Presentation Skills

1. <https://www.mindtools.com/CommSkll/EmailCommunication.htm>
2. <https://www.grammarly.com/blog/email-writing-tips/>
3. <https://business.tutsplus.com/articles/how-to-write-a-formal-email--cms-29793>
4. <https://www.softwaretestinghelp.com/how-to-crack-the-gd/>
5. <https://www.mbauniverse.com/group-discussion/tips>
6. <https://slidemodel.com/23-powerpoint-presentation-tips-creating-engaging-interactive-presentations/>
7. <https://business.tutsplus.com/articles/37-effective-powerpoint-presentation-tips--cms-25421>
8. <https://blog.prezi.com/9-tips-on-how-to-make-a-presentation-a-success/>
9. <http://www.garreynolds.com/preso-tips/design/>

OUTCOMES:**On completion of this course, the student should be able to**

1. Construct a suitable resume and registration procedure for online mock assessments. (K1)
2. Handle various virtual meeting tools. (K3)
3. Acquire exposure about online certification courses. (K4)
4. Get involved and work in a collaborative manner. (K2)
5. Gain knowledge in various presentation methodologies. (K1)
6. Apply knowledge to practice Google suite features and SWOT analysis. (K3)

20MBP109 SDG NO. 4	LIFE AND MANAGERIAL SKILLS	L	T	P	C
		0	0	2	2

OBJECTIVES:

- Identify self and introspect for holistic development.
- Imbibe individual and group attitude behaviour
- Develop a positive attitude for effective outcome.
- Inculcating the managerial skills from the real leaders

AN ILLUSTRATIVE LIST OF AREAS :

LIFE

- Understanding self-concept and personal values
- Understanding others and interpersonal relationships
- Attitude and its assessment process
- Analyze the individual and group behaviour

MANAGERIAL SKILLS

- Planning and Goal Setting
- Decision making in uncertain situations
- Effective Problem solving skills
- Communication, Presentation and Body Language
- Current Affairs in Business environment

TOTAL SESSIONS: 28

EVALUATION PARAMETER:

1. Presentation Skills
2. Communication Skills
3. Business and Current Affairs
4. Quizzes
5. Journal Keeping
6. Coordinating & Organizing skills

OUTCOMES:

- 1 Demonstrate individual behavioral and interpersonal skills.
- 2 Establish the life & managerial skills learning into practical applications
- 3 Improve personal skills (attitudinal and behavioural)
- 4 Create a better personal and professional environment by applications of these skills.
5. Demonstrate out-of-box problem solving skills
6. Application of the skills for professional and personal advancement.